



State of Rhode Island and Providence Plantations
DEPARTMENT OF EDUCATION
Shepard Building
255 Westminster Street
Providence, Rhode Island 02903-3400

Deborah A. Gist
Commissioner

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Dear Prospective National Board Candidate:

It is with great excitement that I invite you to participate in the National Board for Professional Teaching Standards (NBPTS) certification process. National Board Certification is a testament to your commitment to ongoing professional development and your desire to continually improve your practice. You are about to embark on a truly powerful professional and personal growth experience. The benefits will be immeasurable and far exceed the intense efforts you will put into this exciting and transformative process.

Please be sure to carefully consider the obligations and commitment involved in the National Board certification process. I urge you to go online at www.nbpts.org and review the standards for your certification area, the portfolio directions, and the guide to the assessment center exercises. This will give you an understanding of the high standards and expectations which are foundational to National Board Certification and the certification process.

The first step to achieve National Board certification is to apply to National Board to enroll in the National Board assessment process for the 2013-2014 school year. Registration is done through the National Board's website and candidates must pay a non-refundable \$65 application fee directly to the National Board following their online directions. National Board will issue you a candidate ID number which is necessary for the second step, applying for the Rhode Island National Board Certification Initiative Subsidy. The subsidy covers \$2000 of the \$2500 assessment fee – candidates are responsible for the \$500 balance. To apply for the subsidy, simply complete and submit to RIDE the attached fee subsidy application. Please note, each year RIDE receives funds sufficient to provide a limited number of fee subsidies to educators who are eligible to participate in the certification process. As such, RIDE allots the subsidies in the order in which the fee subsidy applications are received.

RIDE will notify candidates through email who are awarded the \$2000 assessment subsidy. Upon receiving notification, candidates must complete the third step, sign and submit a subsidy acceptance letter to RIDE indicating that the candidate will adhere to the requirements of the National Board certification process and the Rhode Island subsidy initiative. Candidates must also submit the \$500 balance to National Board to complete their registration. Note, RIDE cannot transfer any subsidy funds until candidates pay the \$500 balance to the National Board.

Since National Board has made virtually all of the assessment materials including standards, portfolio directions, and assessment center prompts available online, you can begin to explore the process, develop a work plan, and even start to work on the portfolio entries right away. On behalf of the nearly 500 Rhode Island National Board Certified Teachers, I wish you great success and growth as you journey through the National Board Certification process.

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